



OFFICE OF THE SHERIFF • ST. LANDRY PARISH

BOBBY J. GUIDROZ
Sheriff and Ex-Officio Tax Collector

P.O. Box 1029

Opelousas, LA 70571-1029

Main Office: 337-948-6516

Civil Department: 337-948-3636

Criminal Investigation Division: 337-594-8484

December 4, 2018

MuckRock News

Department MR 26528

Email address: 26528-94616685@requests.muckrock.com

Attn: Beryl Lipton

This is in response to your inquiry for information relating to our climate control systems and related maintenance agreement(s) currently in place for facilities we operate in our jurisdiction. The St. Landry Parish Law Enforcement District (dba St. Landry Parish Sheriff's Office) currently owns and operates three facilities within our jurisdiction. The primary facility is our Administrative Complex which utilizes twenty-four (24) high efficiency air-conditioning/heating units which are run only on-demand and are controlled by an automated computerized system. Two ancillary sub-stations remote from the Administrative Complex each utilize one combination heating/air conditioning unit manually controlled by thermostats. The average temperature maintained during office hours is 72 degrees F for all facilities.

The maintenance agreement for these climate control units currently in effect is attached hereto.

Respectfully,

Marshall Moreau

Administrative Officer

St. Landry Parish Sheriff's Office

attachment



GUY THIBODEAUX AIR CONDITIONING, INC.

d/b/a GRANGER A/C
1087 Lafayette Circle Broussard, La. 70518
Phone: (337) 365-4357 or (337) 233-9215 Fax: (337) 369-9873

PROPOSAL

St. Landry Parish Sheriff Office

Date: 11-16-18

Phone: (337) 948-6516

Fax:

1592 E. Prudhomme Street

Job Name:

Preventative Maintenance

Opelousas, La 70570

Attn: Heidi

hquidry@SLPsheriff.com

We hereby submit specifications and estimates for:

Biannual performance of services listed below for one year period with the option to renew at a negotiated price to be agreed upon at the time.
During this year should any parts need replacing, it will be on a cost plus labor basis.

BIANNUAL PREVENTATIVE MAINTENANCE

INDOOR UNITS (once a year)

- 1) Inspect all cooling coils
- 2) Clean all drains
- 3) Visually inspect blower wheels and ducts
- 4) Change belts where needed (1x)
- 5) Check all electrical connections
- 6) Check all temperatures

OUTDOOR UNITS (once a year)

- 1) Clean condenser coils
- 2) Check Freon charge and adjust if necessary (at an additional charge)
- 3) Check all electrical connections
- 4) Check and record amperage on Compressor and fan motor
- 5) Record all model numbers to insure quick repair upon demand

BIANNUAL SERVICES

(every visit)

- 1) Replace all filters
- 2) Check all electrical connections
- 3) Run amperage checks
- 4) Clean all drains
- 5) Visual check on coils to monitor

Biannual Preventative Maintenance cost: **\$2,125.00**

annually or **\$1062.5 per visit**

Beginning

April 2019 - October 2019

Service to be provided in the following months:

April and October

NOTE: Price includes filters provided by Guy Thibodeaux Air Conditioning, Inc. dba Granger A/C

We propose hereby to furnish labor and material, complete in accordance with above specifications, for the sum of

\$2,125.00

Two thousand one hundred twenty-five dollars and zero cents.....

Payment to be made as job progresses and due 30 days of invoice date. Invoices over 45 days will be charged maximum finance charges allowed by law. If placed in the hands of an attorney a 25% fee will be charged. All material guaranteed as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders and will become an extra charge over the above estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by workman's compensation insurance.

Note: This proposal may be withdrawn by us if not accepted within 30 days!

Authorized Signature: Jason Thibodeaux

Date: 11/16/2018

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the above work as specified. Payment will be made as outlined above.

Signature: _____

Date: _____